

**MEETING MINUTES**

Cuyahoga County Personnel Review Commission  
Wednesday, July 13, 2022  
9830 Lorain Ave., Classroom 5  
Cleveland, Ohio 44102  
4:00 p.m.

**1) CALL TO ORDER**

Chairman Colaluca called the meeting to order at 4:05 p.m.

**2) ROLL CALL**

Chairman Colaluca asked Employment Testing Associate Mario Pollard to call the roll; all Commissioners were present. A quorum was established.

**3) APPROVAL OF MINUTES** from June 1, 2022

Chairman Colaluca made a motion to approve the meeting minutes from the June 1, 2022 PRC Meeting; Commissioner Boseman seconded the motion. All were in favor, no objections.

**4) PUBLIC COMMENT** – Nothing submitted.

**5) EXECUTIVE SESSION – Discussion of Pending Litigation**

PRC Director Rebecca Kopcienski informed the Commission that the Executive Session was no longer needed.

**6) NEW BUSINESS**

a) Establishment of the Eligibility Lists as of the date posted to the PRC website

Social Service Worker 2	SHER	4/15/2022
Developer 3	IT	4/28/2022
Customer Service Aide	CJFS	5/16/2022
Administrator, Social Program 2	HHS-DO	5/23/2022
Administrative Assistant	PW	5/27/2022
Information Processor 1	CJFS	5/27/2022
Project Inspector	PW	5/27/2022
Inspector	FO	5/31/2022
Licensed Practical Nurse	DSAS	5/31/2022
Radio Dispatch Coordinator	PW	5/31/2022
Fiscal Specialist 2	FO	6/1/2022
Administrator, Social Program 2	CJFS	6/2/2022
Supervisor, Nursing	DSAS	6/2/2022
Supervisor, Social Services	DCFS	6/2/2022

Support Officer	CJFS	6/2/2022
Social Service Worker 3	DCFS	6/3/2022
Job Coach	SHER	6/6/2022
Senior Supervisor, Nursing	DSAS	6/6/2022
Program Officer 2	HR	6/7/2022
Program Officer 3	CJFS	6/7/2022
Security Officer 2	Sheriff	6/7/2022
Senior Supervisor, Social Services	DCFS	6/7/2022
Security Analyst	IT	6/10/2022
Administrative Assistant 1	CJFS	6/13/2022
Investigator Assistant	CJFS	6/13/2022
Morgue Technician	MEO	6/13/2022
Program Officer 2	DSAS	6/13/2022
GIS Technician	IT	6/14/2022
Manager, Technical Services	IT	6/14/2022
Supervisor, Case Control	CJFS	6/15/2022
Business Administrator 4	SHER	6/16/2022
Social Service Worker 2	SHER	6/17/2022
Information Systems Analyst	IT	6/21/2022
Supervisor, Administrative Support	CJFS	6/21/2022
Family Service Aide 2	DSAS	6/23/2022
Senior Administrative Assistant	DSAS	6/23/2022
Sheriffs Clerk (Level 2)	SHER	6/23/2022
Social Service Worker 3	DCFS	6/23/2022
Construction Laborer	PW	6/24/2022
Electronic Technician	PW	6/24/2022
OED & Training Specialist	HR	6/24/2022
Program Officer 3	Fiscal	6/24/2022
Supervisor, Principal Support Officer	CJFS	6/24/2022
Correction Officer	SHER	6/27/2022
Business Administrator 3	SHER	6/28/2022
Supervisor, Investigation	HHS-DO	6/30/2022
Secretary	DCFS	7/1/2022
Employee and Family Services Specialist	CJFS	7/1/2022
Security Officer 2	SHER	7/5/2022
Employment Testing Specialist	PRC	7/5/2022
Support Officer	CJFS	7/7/2022
IT Infrastructure Engineer 5	IT	7/8/2022

Chairman Colaluca made a motion to approve the establishment of the Eligibility Lists as of the date posted to the PRC website; Commissioner Southerington seconded the motion. All were in favor, no objections.

b) Class Plan Recommendations

PRC Classification and Compensation Manager Albert Bouchahine asked the Commissioners to hold the Class Plan recommendations from his July 8, 2022 memorandum. However, he asked that they approve the Class Plan recommendations from the July 7, 2022 memorandum he sent.

Chairman Colaluca made a motion to approve the Class Plan recommendations from the July 7, 2022 memorandum which had been posted to the PRC's website for the required seven days; Commissioner Boseman seconded the motion. All were in favor, no objections.

c) Proposed Changes to Various Provisions of the County's Employee Handbook

Chairman Colaluca made a motion to approve the changes to various provisions of the County's Employee Handbook; Commissioner Southerington seconded the motion. All were in favor, no objections.

d) 2021 TWL Report

PRC Staff Attorney Cynthia Sands presented the 2021 TWL report. Discussion ensued.

**6) OTHER BUSINESS – Nothing submitted.**

**7) ADJOURNMENT**

Chairman Colaluca made a motion to adjourn the meeting at 4:23 p.m.; Commissioner Boseman seconded the motion. All were in favor, no objections.